Marine Corps Mobilization Processing System (MCMPS)
IA Cap Management Module
Training Session 5:
Report Selection and Generation

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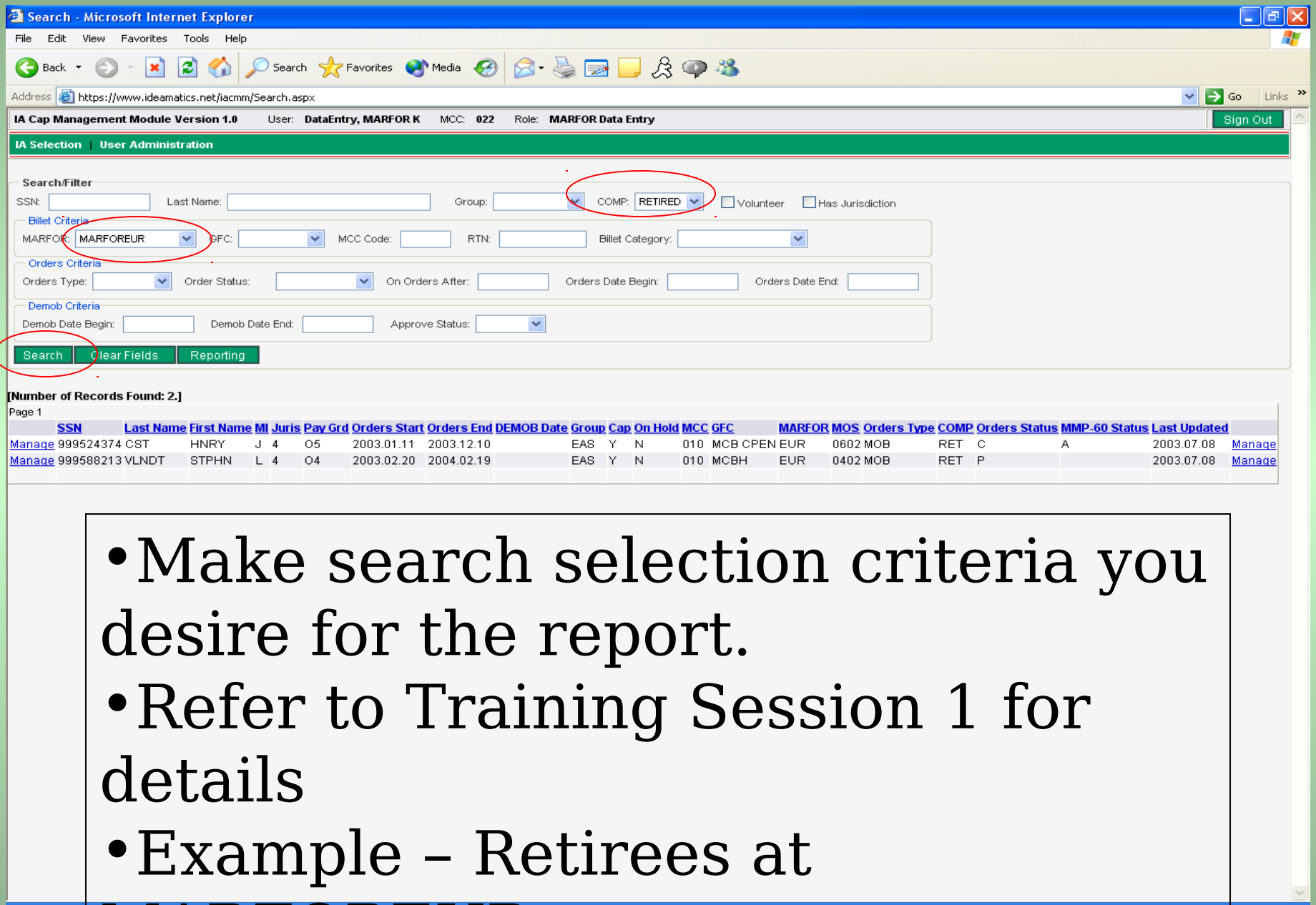
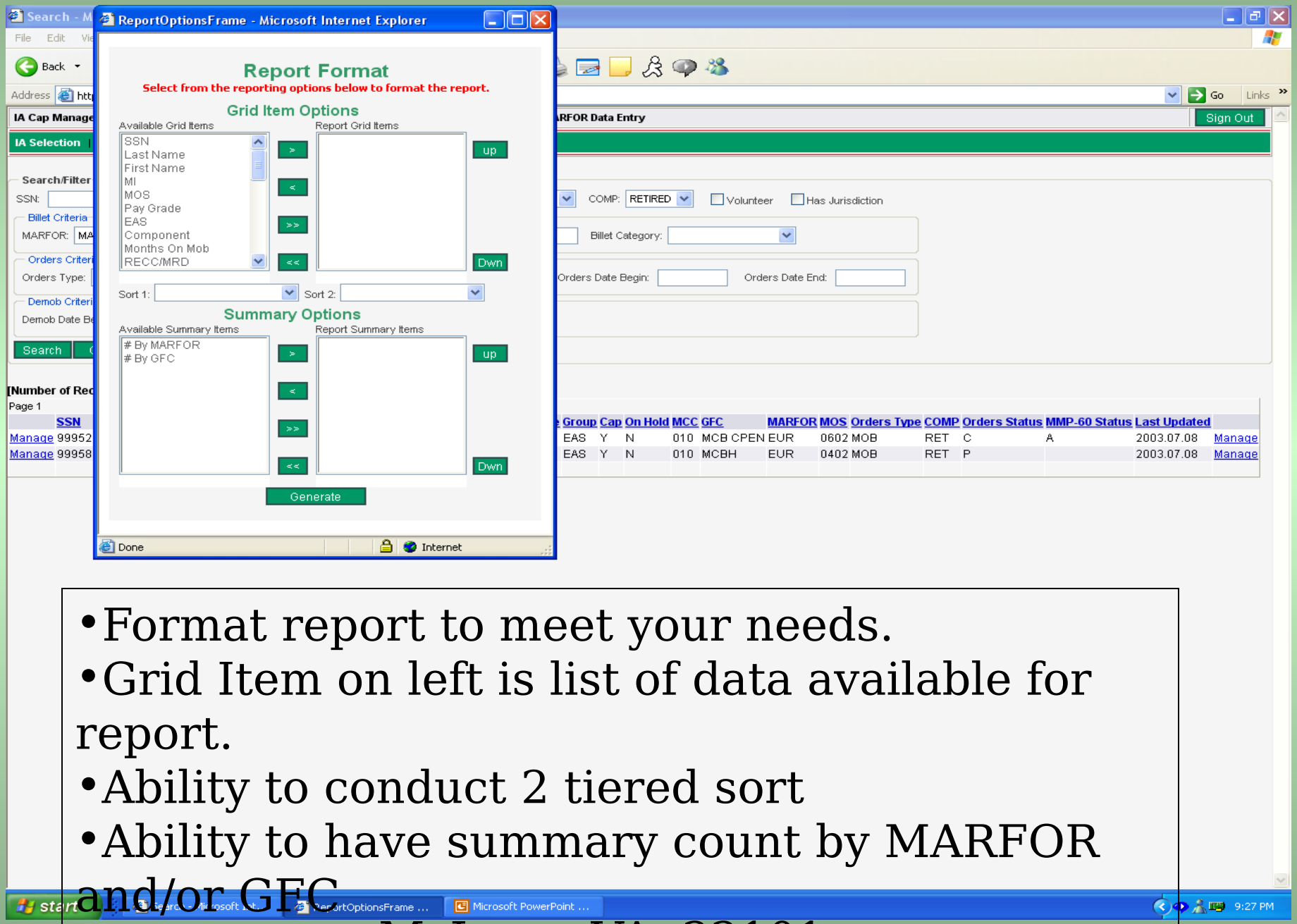
Training Session 5 – Selection and Report Generation

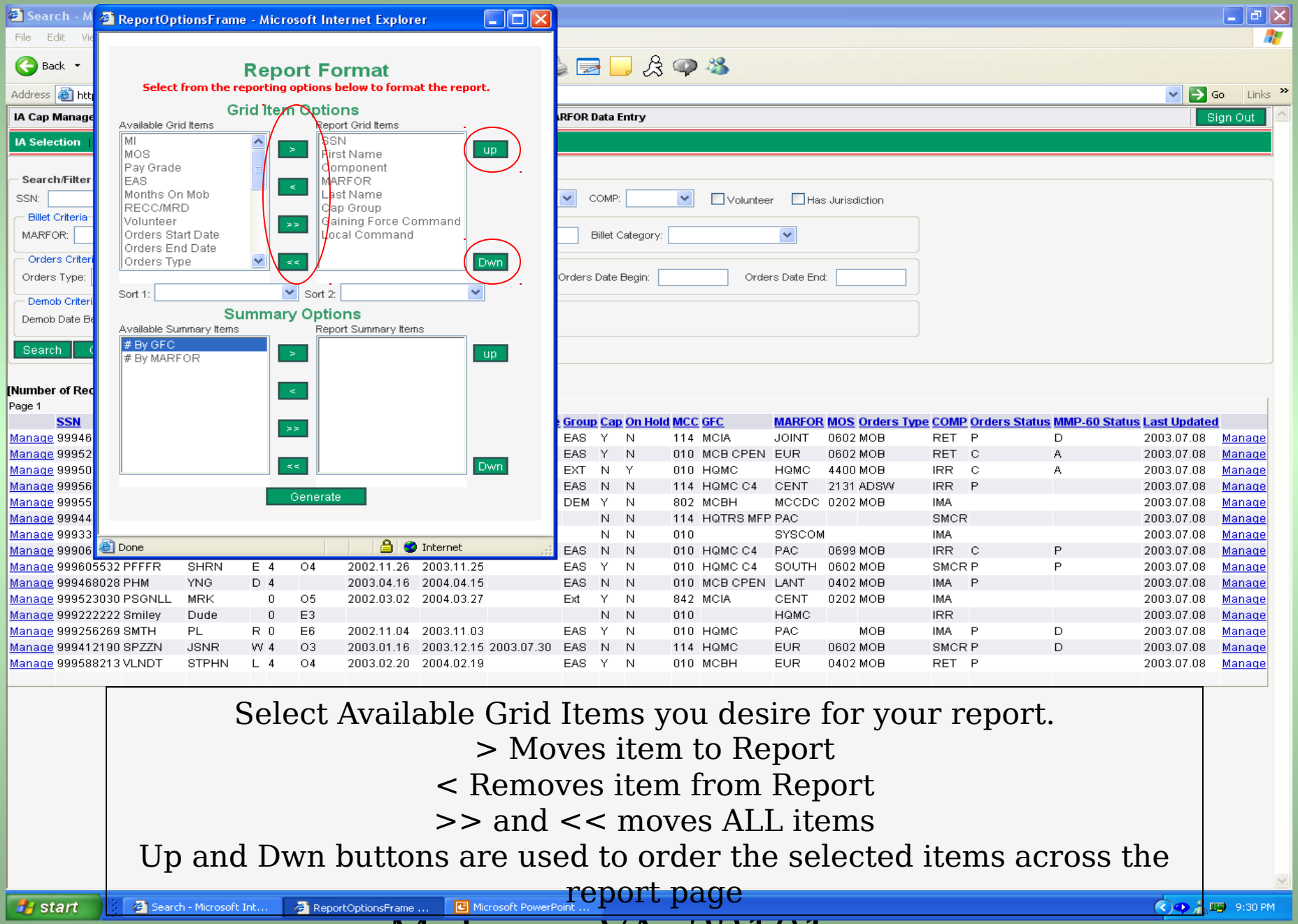
- Lesson will guide users in procedures to specify IA Marine record selection criteria and create reports.


Search - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address https://www.ideamatics.net/iacmm/Search.aspx
Go Links
IA Cap Management Module Version 1.0 User: DataEntry, MARFOR K MCC: 022 Role: MARFOR Data Entry
Sign Out
IA Selection | User Administration
Search/Filter
SSN: Last Name: Group: COMP: RETIRED Volunteer Has Jurisdiction
Billet Criteria
MARFOR: MARFOREUR GFC: MCC Code: RTN: Billet Category:
Orders Criteria
Orders Type: Order Status: On Orders After: Orders Date Begin: Orders Date End:
Demob Criteria
Demob Date Begin: Demob Date End: Approve Status:
Search Clear Fields Reporting
[Number of Records Found: 2.]
Page 1
SSN Last Name First Name MI Juris Pay Grd Orders Start Orders End DEMOB Date Group Cap On Hold MCC GFC MARFOR MOS Orders Type COMP Orders Status MMP-60 Status Last Updated
Manage 999524374 CST HNRY J 4 O5 2003.01.11 2003.12.10 EAS Y N 010 MCB CPEN EUR 0602 MOB RET C A 2003.07.08 Manage
Manage 999588213 VLNDT STPHN L 4 O4 2003.02.20 2004.02.19 EAS Y N 010 MCBH EUR 0402 MOB RET P 2003.07.08 Manage
start
9:26 PM

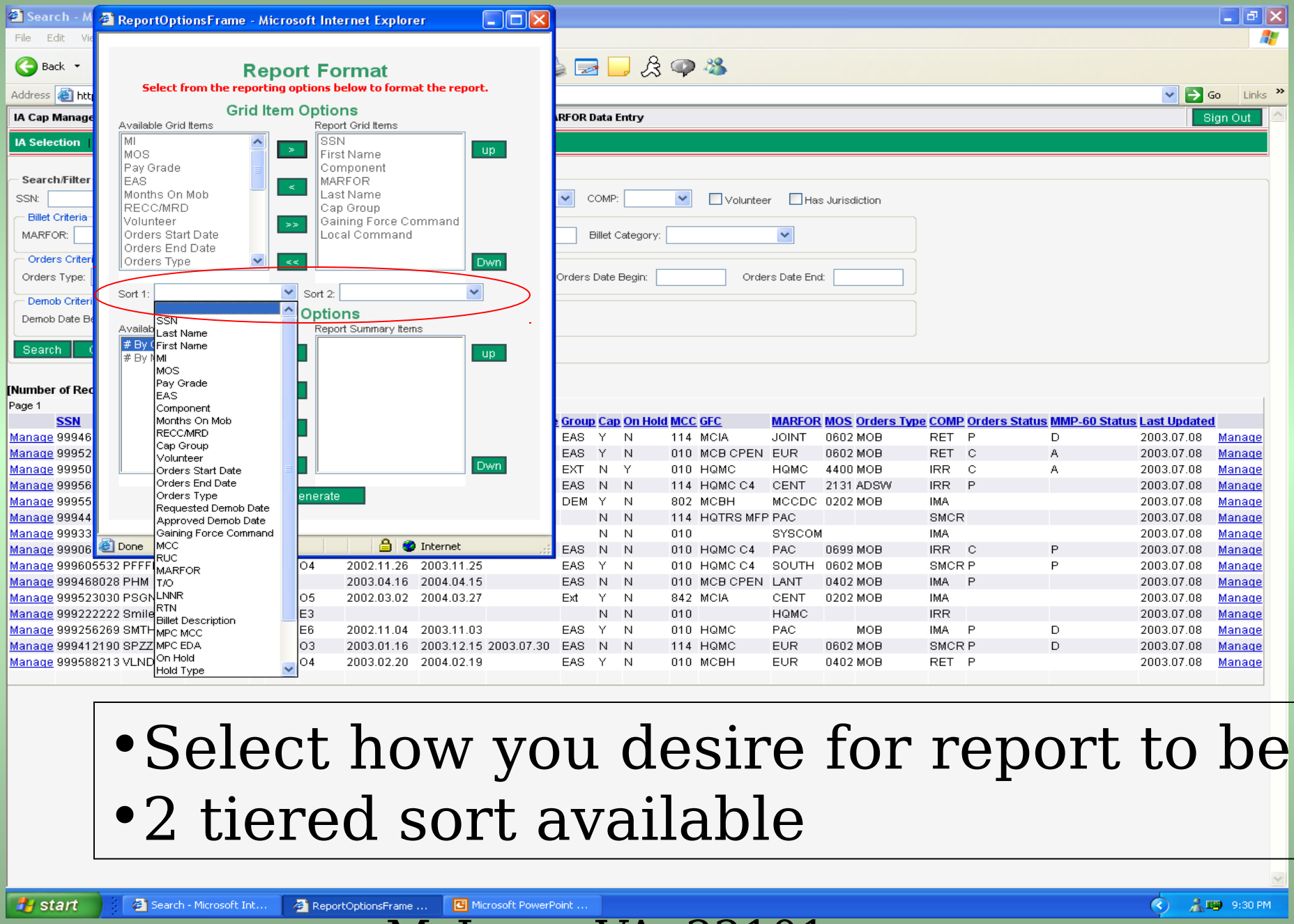
- Make search selection criteria you desire for the report.
- Refer to Training Session 1 for details
- Example – Retirees at MARFOREUR



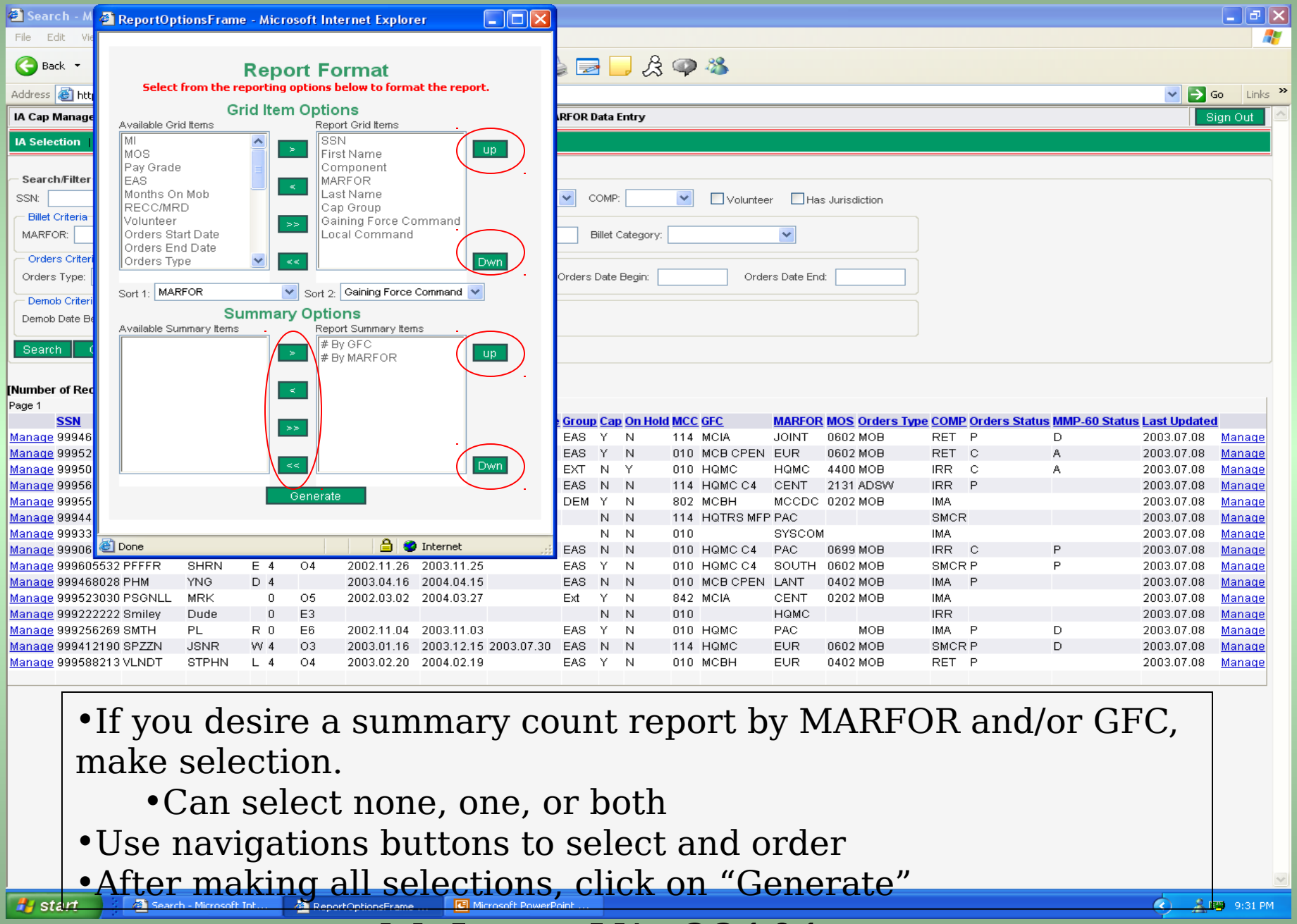
- Format report to meet your needs.
- Grid Item on left is list of data available for report.
- Ability to conduct 2 tiered sort
- Ability to have summary count by MARFOR and/or GFC



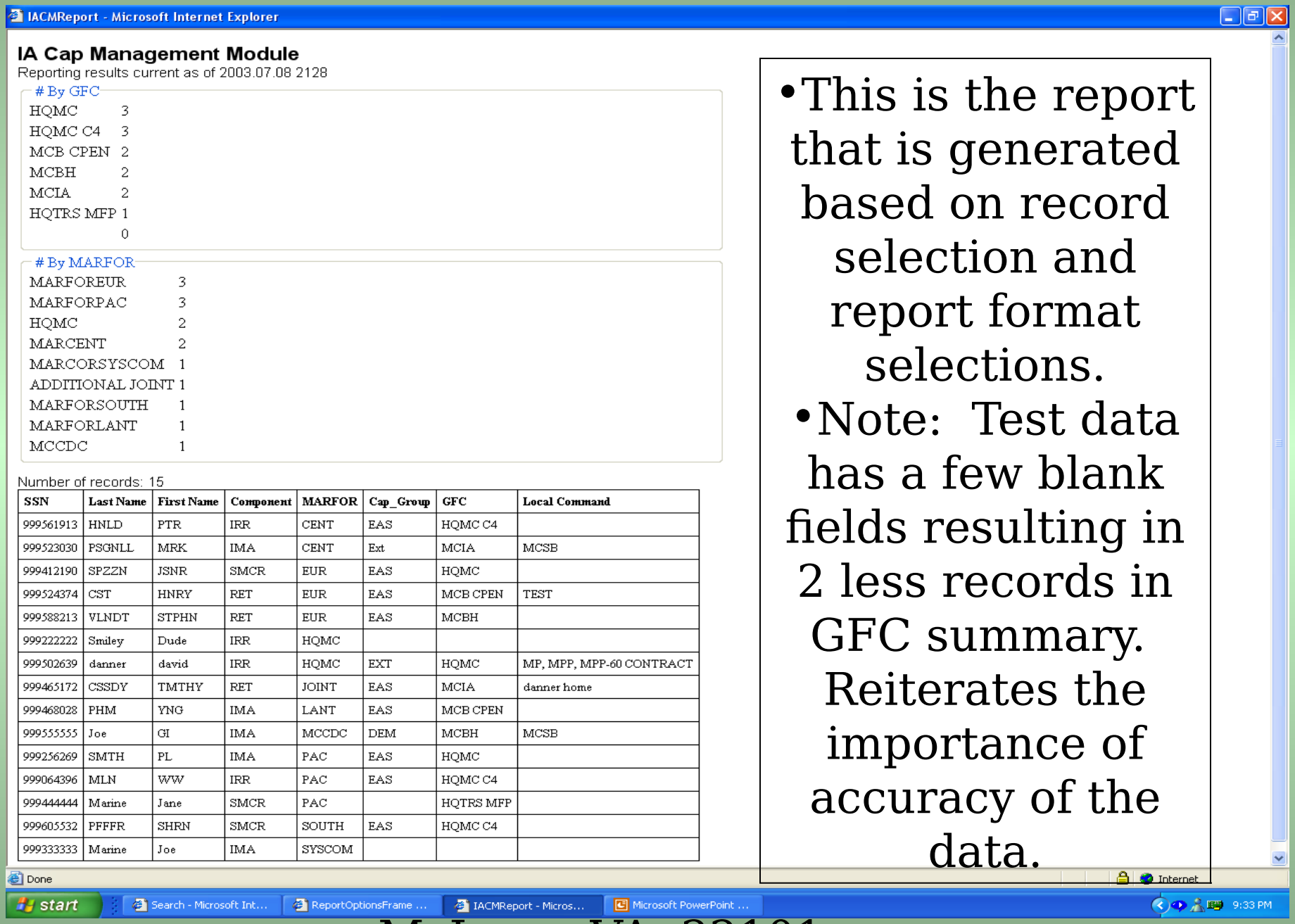
McLean, VA 22101



- Select how you desire for report to be s
- 2 tiered sort available



- If you desire a summary count report by MARFOR and/or GFC, make selection.
  - Can select none, one, or both
- Use navigations buttons to select and order
- After making all selections, click on “Generate”


IACMReport - Microsoft Internet Explorer
IA Cap Management Module
Reporting results current as of 2003.07.08 2128
By GFC
HQMC 3
HQMC C4 3
MCB CPEN 2
MCBH 2
MCIA 2
HQTRS MFP 1
0
By MARFOR
MARFOREUR 3
MARFORPAC 3
HQMC 2
MARCENT 2
MARCORSYSCOM 1
ADDITIONAL JOINT 1
MARFORSOUTH 1
MARFORLANT 1
MCCDC 1
Number of records: 15
SSN | Last Name | First Name | Component | MARFOR | Cap_Group | GFC | Local Command
999561913 | HNLD | PTR | IRR | CENT | EAS | HQMC C4 |
999523030 | PSGNLL | MRK | IMA | CENT | Ext | MCIA | MCSB
999412190 | SPZZN | JSNR | SMCR | EUR | EAS | HQMC |
999524374 | CST | HNRY | RET | EUR | EAS | MCB CPEN | TEST
999588213 | VLNDT | STPHN | RET | EUR | EAS | MCBH |
999222222 | Smiley | Dude | IRR | HQMC | | |
999502639 | danner | david | IRR | HQMC | EXT | HQMC | MP, MPP, MPP-60 CONTRACT
999465172 | CSSDY | TMTHY | RET | JOINT | EAS | MCIA | danner home
999468028 | PHM | YNG | IMA | LANT | EAS | MCB CPEN |
999555555 | Joe | GI | IMA | MCCDC | DEM | MCBH | MCSB
999256269 | SMTH | PL | IMA | PAC | EAS | HQMC |
999064396 | MLN | WW | IRR | PAC | EAS | HQMC C4 |
999444444 | Marine | Jane | SMCR | PAC | | HQTRS MFP |
999605532 | PFFFR | SHRN | SMCR | SOUTH | EAS | HQMC C4 |
999333333 | Marine | Joe | IMA | SYSCOM | | |
Done
Internet
start
Search - Microsoft Int...
ReportOptionsFrame ...
IACMReport - Micros...
Microsoft PowerPoint ...
9:33 PM

- This is the report that is generated based on record selection and report format selections.
- Note: Test data has a few blank fields resulting in 2 less records in GFC summary. Reiterates the importance of accuracy of the data.

- This concludes Training Session 5 - **Selection and Report Generation**
- Training Session 6 is designed for HQMC Action Officers **–**

HQMC Approval and Order Modification Status